



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

SPED 03-22

M E M O R A N D U M

March 3, 2003

TO: Director of Gifted Education
«DISTRICTSCHOOL»
CTD Number: «CTD»

FROM: Peter Laing
Kathryn Huizenga
Office of Gifted Education
Exceptional Student Services

RE: FY '03 Notification of **Re-Allocation** of Gifted Education Funds for School Districts and Charter Schools

Please Note: Dated material enclosed. Amendment Deadline April 2, 2003.

Your District or Charter School is eligible to receive a re-allocation of Gifted Education Additional Assistance Funds in the amount of «**ReAllocation_Rounded**».

In order to utilize these re-allocated funds, they must be incorporated into your current year project through the Amendment process.

When you complete your Amendment, please include your approved Carryover in your Total Project Budget, if applicable, as indicated in your most recently approved Completion Report. This will save your District or Charter School the process of filing an additional Amendment to include approved Carryover in your current year project. Completion Reports for all Districts and Charter Schools may be found online at <http://www.ade.az.gov/gme>.

Enclosed is a copy of the newly developed Gifted Education Application Budget Coding Matrix. This document may assist you in coding budget items per the Uniform System of Financial Records (USFR). However, please note this guide is for informational purposes only. Please refer to your Business or Finance Office for clarification on your District or Charter School's local business rules and policy.

Please note *all* Gifted Education assistance funds are solely derived by State Legislative appropriation. Given the current budget climate, and the need for funding for all Arizona public schools, it is imperative Gifted Education funds are claimed and utilized. Not claiming available funds for which schools are eligible may negatively impact future funding levels for Gifted Education in the State of Arizona.

The Office of Gifted Education is committed to assist all Districts and Charter Schools in the development of effective, accountable Gifted Education programs and services through providing technical assistance and resources as needed or requested.

FY '03 Gifted Completion Reports

FY '03 gifted completion reports are due on or before Tuesday, **September 30, 2003**. **All unspent funds and interest** may be carried over into your FY '04 Project Budget through the FY '04 Amendment process.

If you have any questions or concerns please contact Peter Laing by phone at 602.364.4017, Fax at 602.542.5404, or by email at plaing@ade.az.gov.

PL
Enclosure

cc: Superintendent